

Access

New Beginnings
and Fresh Starts

January

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The Making of Modern Michigan Project and Your Library

*by Michael Seadle, Digital Services and Copyright
Librarian and Head of the Digital & Multimedia
Center, Michigan State University*

The Institute of Museum and Library Services (IMLS) has awarded Michigan State University Libraries \$486,016 as the host institution for the Making of Modern Michigan (MMM) project. This project grows out of the Action Team for Library Advancement Statewide (ATLAS) digitization committee. Its management team includes Michael Seadle and Ruth Ann Jones (Michigan State University), Jeffrey Trzeciak (Wayne State University), Jo Budler (Library of Michigan) and Ruth Dukelow and Kathy Cadwallader (Michigan Library Consortium).

MMM will focus on training staff from small and medium sized libraries in digitization techniques, metadata standards and copyright issues. The goal is to empower libraries of all types to digitize and make available their own local and often unique materials. These materials will combine into a rich collection of twentieth century Michigan history materials for K-12 students, scholars and free-choice learners.

The grant will enable the establishment of several regional centers throughout the state including: Michigan State University Libraries, Central Michigan University, Traverse Area District Library, University of Detroit Mercy Libraries, Wayne State University Libraries and Western Michigan University Libraries.

Librarians throughout the state will be able to visit these centers at set times to receive training and to use designated MMM equipment. University of Michigan is also contributing \$30,000 in digitization services but will have no walk-in facilities. Other partners include the Library of Michigan and the Michigan Library Consortium. The grant will also fund a permissions service to assist libraries in getting appropriate permissions for copyright protected 20th century materials.

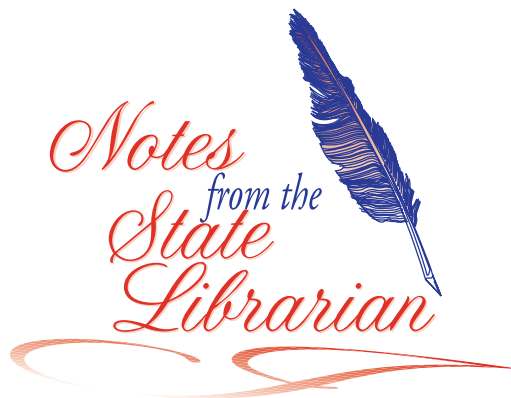
The Library of Michigan is providing LSTA funds for 50 incentive grants for digitization projects. These grants will be \$1500 each and are intended to help libraries offset travel costs to and from regional centers, staff time for receiving training and for working on digital projects and some equipment as allowed under terms of the grant.

More information about the Making of Modern Michigan will be available at: <http://mmm.lib.msu.edu/>. Questions may also be emailed to the management team at digital@mail.lib.msu.edu.

Updated Timeline for FY 2003 LSTA Grant Program

*by Jolee Hamlin, LSTA/USF Library Specialist,
Library of Michigan*

The Library of Michigan has updated the timeline for the FY 2003 LSTA Grant Program. The change with the most



Progress, improvement and growth are part of our lives! And libraries around the state embrace the spirit of progress, knowing that to provide excellent service they must continually evolve.

A recent commentary in the *Lansing State Journal* really spoke to the need for library progress, and I'd like to share some of it with you here. Dan Slider, vice president of the Williamston Community Library Foundation, wrote:

"After studying the problem for three years, listening to a variety of opinions and proposed solutions, I've reached a startling conclusion: Williamston needs a new library.

I can best express the situation as I see it with a transportation analogy.

The library in Williamston is like a bicycle. For the past 30 years, we have been using this bicycle to get from here to Lansing. Many of us believe the bike is woefully inadequate – that it's rusty and the chain keeps falling off – but it's all we have and so we keep using it....

We've reached the point where almost everyone agrees something needs to be done, although a few folks still claim a bike good enough for them 30 years ago ought to be good enough for us today."

Dan goes on to explain that the Williamston Community Library Foundation hired a consultant to study the situation. About the findings of the consultant's study, Dan says, "His report tells us we need a bus. He also tells us that if we buy the bus, we'll fill it – we'll have twice the number of people using the service – and it will provide adequately for us for the next 30 years....

What do we need here in Williamston, another bicycle, a subcompact, a minivan, or a bus? If we don't do something, we will all be walking."

Well said, Dan.

Wishing everyone a wonderful new year and continued success in providing the best possible library service!

immediate impact is a new application due date of February 28, 2003. The rest of the timeline also has been revised.

The decision to change the timeline was based primarily on two factors. First, the reauthorization and appropriation for LSTA funding is still pending. Secondly, the ATLAS Preparedness grant applications necessitate planning and collaboration that may benefit from a time extension. As always, all changes are contingent upon the federal legislation ultimately being reauthorized and appropriated.

The updated FY 2003 LSTA Grant Cycle is as follows:

Applications due	February 28, 2003
Peer review of grants	March/April 2003
Award announcement letters	May 1, 2003
Grant administration workshops	May/June 2003
Grant contracts mailed	June 2003
Grant revisions due	May 31, 2004
Expenditure deadline	July 30, 2004
Reimbursement deadline	August 31, 2004
Final narrative report due	September 30, 2004

Please feel free to contact me with any questions at (517) 241-0021, or via email at jhamlin@michigan.gov.

MeL Database Review Update

by Jo Budler, Deputy State Librarian

MeL database review team chairs met at MLC on December 3rd to discuss the progress of the review of the databases. Some team members had started their review of the databases in their assigned subject area, but many indicated that they would be doing their review over the Christmas holidays.

Trials are scheduled to run through January 15. Review responses will be aggregated in January, and these reviews will assist the Library of Michigan in its decision making about subscriptions to begin October 1, 2003. It is expected that a decision will be announced on March 31, 2003.

The Library of Michigan – 175 Years of Page-Turning History

by Casey Kremers, Department of History, Arts and Libraries

In 2003, the Library of Michigan celebrates 175 years as Michigan's official state library agency.

Ernstie

Since frontier days, through wars and fire, reorganization and relocation, incredible growth and amazing technological advancements, the Library of Michigan has



strived to ensure the best possible library service for state government and all Michigan residents.

Beginning before Michigan became a state as a collection of territorial laws and government documents and developing into the extensive information resource it is today, the Library of Michigan continues as an invaluable part of Michigan's landscape after 175 years.

Throughout the year, we will feature different eras in the Library of Michigan's history each month in *Access*, beginning with the territorial period in this month's issue. Watch your mail in the coming weeks for posters, brochures and bookmarks highlighting the Library's 175th anniversary.

You can help us celebrate on June 12, when the Library of Michigan will host an anniversary celebration featuring a variety of workshops and a reception. Mark your calendars, and look for more information later in the year.



New Directors Attend Library of Michigan Workshop

It was a full house for the New Directors Workshop recently hosted by the Library of Michigan. New public library directors and their trustees listened to a variety of featured speakers on topics such as MichiCard, government documents, technology, the Michigan eLibrary, youth services, library law, services for the blind and physically handicapped and state funding for public libraries.

The Library of Michigan: Territorial Council Era, 1828 – 1837

by Jim Schultz, Department of History, Arts and Libraries



Born in 1828, the Library of Michigan celebrates 175 years of vision and dedicated service to the people of Michigan, from its frontier beginnings to the innovations of the 21st Century.

From a territorial library system whose patrons were dependent on a horse-drawn wagon to a state library system within reach through cyberspace, this story starts with a collection of 131 books and culminates with the present day collection of over 5 million items. But more than that, it is the story of people whose leadership developed and maintained a library system for government officials, researchers and patrons from every walk of life.

Michigan became a territory in 1805. Like many future states within the Northwest Territory, achieving statehood through increased population was the goal. With the opening of the Erie Canal in 1825, immigration into the Michigan Territory went from a trickle to a flood. The famous "Michigan fever" influx occurred in the 1830s, when the population jumped from 29,000 in 1830 to 212,000 by 1840. The majority of these new settlers were from New England and upstate New York.

The Michigan Territory was a vast frontier of dense forests and poor roads. It took five to eight days to travel from Detroit to Chicago by stagecoach. Survey teams set up camp in swamps and worked through swarms of black flies and mosquitoes as they divided Michigan into townships. Farming did not start until the backbreaking work of clearing the land took place. Log cabins dotted the landscape as teams of oxen started plowing the virgin soil to plant crops. The new pioneers had to deal with bouts of fever-chills called ague, a sickness common to the Michigan frontier. Although the value of money fluctuated, the average wage was fifty cents per day, while a night at an inn generally cost 25 cents for a bed and 25 cents for the meal.

Was this any place to begin the first vestiges of the Library of Michigan? Yes, for within this frontier setting filled with hardships, these New England pioneers brought their love of learning. Schoolmasters began dotting the frontier landscape, and state universities and private academies were founded.

The members of the territorial council reflected this New England interest in learning. Like our present day legislators, they found that books related to law and government history better prepared them for the important decisions that needed to be made. They sought books that informed them about laws other states had enacted and reference books that reflected the knowledge base of the time. In this regard, the first stages of the Library of Michigan related most directly to the present Law Library within the Library of Michigan.

Who were these people who started and maintained a library system on the Michigan frontier? During the territorial period, there were several documented collections of books, but there were no paid librarians appointed to maintain the collections. The first direct link to the present state library system owes its beginning to one of Michigan's famous frontier personalities, Henry Schoolcraft.

Like many early pioneers, Schoolcraft came to the Michigan Territory from upstate New York. In 1822 he accepted an appointment at Sault Ste. Marie as an Indian agent for the territory. From 1827 to 1831, Schoolcraft served on the Michigan Territorial Council in Detroit. During this time, he helped name 15 counties, founded the Historical Society with Lewis Cass and began the Library of Michigan with Wolcott Lawrence.

By 1828 the territorial council realized the need to collect, compile and store Michigan territorial laws and other important documents. In that same year, Henry Schoolcraft introduced a resolution to appoint a librarian for the council library, which consisted of 131 law books and documents used by the governor and legislators. On June 16, 1828, the resolution was approved by Governor Cass. Schoolcraft and fellow council member Wolcott Lawrence of Monroe County formed the first library committee.

On July 3, 1828, the library committee appointed William B. Hunt as the first territorial librarian, at a salary of one hundred dollars per year. Hunt's duties including attending council meetings, arriving at the meetings a half hour before they began and staying a half hour after the meeting to deliver and collect books.

As territorial council librarian, William Hunt was in charge of the care and preservation of the book collection. He also was responsible for the halls adjacent to the legislative rooms, located in the new territorial building in Detroit. Construction of the building began in 1823 and completed in 1828

– the same year the first librarian was appointed. The territorial Capitol was early classical revival style, with six columns supporting the portico and a 140-foot-high cupola crowning the roof. A façade with architectural details of the first territorial Capitol can be seen in the statehood gallery of the Michigan Historical Center.

Gershom Mott Williams succeeded William Hunt as territorial council librarian in 1834. Like Hunt, Williams was the son of a Detroit mayor and like Henry Schoolcraft, he attended Union College in Schenectady, New York. Unlike Hunt, Williams had library experience, having served as librarian of the City Library of Detroit. Williams served as the librarian for the territorial council for two years, leaving his appointment one year before Michigan was formally granted statehood.

In March of 1836, the month after Williams resigned, the act that provided for a territorial council librarian was repealed. The territorial library was placed under the jurisdiction of the secretary of state, and Kintzing Pritchette became the state librarian ex-officio. At the end of 1835, a new act had empowered the governor and secretary of state to appoint a state librarian and make rules and regulations for governance of the library and its use only by the governor, state officers and/or members of the legislature.

On January 26, 1837, Michigan became the 26th state of the Union. One month later, the former territorial council library became the state library, placed under the control of the governor's secretary, New York native Calvin Charles Jackson.

Highlights of the Territorial Council Library Era:

- A resolution was passed in 1831 to purchase a set of maps, globes, books and periodicals "deemed proper" – not to exceed \$500.
- In the year 1832, \$105 was spent on postage for periodicals and newspapers, and the library added to its décor, as the balance was paid on the \$175 full-length portrait of former governor Lewis Cass.
- The following rules for the council library were adopted in 1832:
 - That not more than three books at a time be taken from the library by any person, and these to be returned before others can be obtained.

- That each individual at the close of the session return such books as he may have in his possession belonging to the library
- That books be returned or renewed at the expiration of one week during the session
- That during the adjournment of the council the library shall be opened on the 1st Monday in each month for the exchange of books, from the hours of 2, till 4 o'clock, PM.
- Although no provision was made for the purchase of books in 1833, \$60 was spent on postage for periodicals and newspapers.
- Although one assumes that items were always stored in alphabetical order, in 1834 the library committee officially recommended that the librarian have catalogs printed in alphabetical order, "leaving blank leaves for such additions as shall from time to time be made."
- Also during 1834, the librarian subscribed to the following newspapers: *The National Advertiser*, *The Globe*, *The New-York Evening Star*, *The Albany Argus* and *The National Gazette*. A rule was also included that these papers never be removed from the library.

New Beginnings and Fresh Starts

by Linda Neely, *Public Services, Library of Michigan*

Following are the stories of just four of the many Michigan libraries that have recently experienced new beginnings.

New Building: Les Cheneaux Community Branch, Bayliss Public Library

Marti Harness, of the Friends of the Les Cheneaux Community Library, discussed with me the literally groundbreaking campaign for a new branch library building in Cedarville, Michigan.

The current Clark Township Branch of the

Bayliss Public Library is located in what Marti describes as an under-700-square-foot "transformed coat closet" within the Cedarville Community Center. In 1997, an anonymous donor gave the Les Cheneaux Community Foundation \$100,000 and challenged the Foundation to raise the additional monies needed to build a new community library building. Roughly 44 volunteers quickly formed the "Les Cheneaux Library and Cultural Resources Center Committee." The committee visited libraries in communities of similar size (2,000 year-round residents) to see what collections, services and meeting spaces they offered. They researched community opinion on the proposed new library building, drawing upon a recent Community Foundation survey and responses to a committee-distributed questionnaire. Having received a positive response from local residents, the committee hired Grand Rapids consulting firm Monaghan Associates to perform a formal feasibility study. This study was executed in two phases to reflect the needs of both permanent residents and those with summer homes in Cedarville and Hessel. The feasibility study indicated that financial support for a new library was there. Soon thereafter, Monaghan Associates was engaged to run a capital campaign, and a Gaylord architectural firm was hired. Les Cheneaux Economic Forum agreed that a new library would enhance their downtown revitalization plan, and strategically located property was donated for the project.

At this writing, the Les Cheneaux Community Library committee is reorganized as a 501(c)(3) Friends group. Over \$1.1 million has been raised from primarily private sources. Thanks to the hard work of the Les Cheneaux Friends and the support of their community, a new 8,000-square-foot building with room for expanded collections and library services, as well as for community meetings, is well underway. In the February issue of *Access*, we will learn more about Les Cheneaux's amazingly successful fundraising campaign.

Reorganization: Grand Ledge Area District Library

Suzanne Bowles, director of the Grand Ledge Area District Library, shares how her library reestablished to enhance local financial support:

"The evolution from the Grand Ledge Public Library to the Grand Ledge Area District Library began informally in 1998, when a group of then-current and just-elected library board members and the librarian attended a panel presentation on dis-

strict library law at the Michigan Library Association annual conference.

For many years, the city library had been considered fortunate to be a PA 164 library with its own elected board and its own voted millage – and it was. However, local and statewide financing trends, demographic changes, the costs associated with providing technology-based services and the new realization that contract areas are not considered part of a library's legal service area prompted the participants' interest in learning more about district library law. As a result, Ellen Richardson from the Library of Michigan was invited to the January library board meeting, and Cynthia Faulhaber was invited to the February meeting for informational sessions. It is difficult to imagine any other type of elected board being willing to consider eliminating itself for the long-term future of organization.

At these and subsequent meetings, the board worked through the various issues involved in forming a district library and came to the conclusion that the library was at a turning point. With the help of the school district, a township and the city, the Grand Ledge Area District Library came into existence on July 1, 2000. According to the district agreement, the district needed to have its own funding of at least 1 mill by December 31, 2002. In November 2001, a proposal for 1.2 mills for the district library was successful!"

Renovating the Library: Houghton Lake Public Library

Sometimes renovation projects can be every bit as trying as building a new library. Library patrons expect the library to remain open during changes, but they may complain about inconveniences such as noise, dust, temporarily inaccessible collections and the fact that their favorite journal may be relocated.

Houghton Lake Public Library recently underwent renovation and expansion. Director Donna Alward reports a very successful effort, largely due to cooperation and volunteerism among her community library supporters:

"With all of the preparation and planning for the renovation of the Houghton Lake Public Library, I fully expected a fairly smooth process of beginning construction in one area and continuing in a very methodical way to complete each segment. The reality of renovating while maintaining open hours was much more time consuming, difficult, messier and noisier than I had ever imagined!

Staff worked surrounded by mess during much of the project but I was continually surprised by the

graciousness and cooperative spirit of library patrons to endure the inconvenience, mess, noise, debris and changes necessary to keep their library open. Beyond building the actual facility, the experience also built community pride and ownership and here are just two examples."

Donna goes on to tell how library patrons, instead of merely complaining about construction dust and debris on the books, volunteered to perform a "spring cleanup" of all the collections. The one-day affair was effective both in cleaning up the library and in building a sense of team spirit among the volunteers. Another group, spearheaded by master gardener Jean Schneider, designed, built and planted a community garden within the library, complete with seating areas and a pagoda. This beautiful area was created and built by volunteers using donated materials and plantings, saving thousands of dollars for the library and building community pride.

Donna has this to say about her community volunteers: "While support from individuals, local organizations and businesses allowed us to complete this project for the community, Jean was the catalyst and spent a lot of time coordinating the design and the actual planting. Jean, the master gardeners, and our cleaning crew are the best examples of volunteerism and builders of community pride that you will find."

Transformation: Detroit College of Law at Michigan State University

Associate Director Hildur Hanna tells us the harrowing tale of how Detroit College of Law and its library underwent both reorganization and relocation.

"On July 15, 1997, the Detroit College of Law Library at 130 East Elizabeth Street closed its doors forever. Having served the Detroit academic and legal community for over 100 years, the college was relocating 90 miles northwest to begin its affiliation with Michigan State University, and the moving process was about to begin.

The physical moving process was about to begin, that is. The overall process began long before the moving trucks pulled up in front of the building. In the late 1980s, it became common knowledge that Mike Ilitch wanted to build a new stadium for the Detroit Tigers across from the Fox Theater and that whenever he looked at our front door, he saw home plate. Meanwhile, DCL was faced with the issue of providing quality legal education in an economic environment that was becoming increasingly hostile toward standalone,

private law schools. In February of 1995, the college voted to affiliate with Michigan State. Our name officially changed to Detroit College of Law at Michigan State University. By March, both the *Detroit News* and the *Detroit Free Press* reported that the DCL building was condemned to make way for Comerica Park. In April, architectural drawings for our East Lansing home hit our desks.

Typically, the construction cycle involves a long preplanning phase. There was nothing typical about this move. Racing against a construction schedule that was already in progress, we reviewed generation after generation of floor plans while simultaneously writing RFPs (for shelving, furniture, refinishing and professional library movers), revising budgets, counting volumes, measuring stacks and driving around the state to visit other new facilities. In other words, we were hurrying to design a library before the progress of its own construction forestalled us.

When the Red Ball Mover trucks pulled up in front of our library on July 15, we thought we were finally ready to move 100,000 hard-bound volumes, 150,000 volume equivalents in microfiche, a bronze statute of Lady Justice, 35 computers, an Innovative server and a library staff of ten. The condemnation proceedings were complete, and the City of Detroit wanted to demolish our building by Christmas. This meant that we were not faced with just one move, but two; as we vacated 130 E. Elizabeth, we also had to open an interim campus for the students who were completing their studies in Detroit.

We had plans for everything. We had plans for rearranging our high use materials in a new facility with a new layout and plans for leaving behind select materials for the interim facility. We had plans for extracting 30,000 volumes from a basement that lacked an elevator, plans for retrieving materials from off site storage and plans for integrating all of the above at our end destination. We had plans for dismantling shelves and refinishing furniture. We had plans for moving our 3M security system to the interim facility, installing a new system in East Lansing and waving a happy goodbye to our demon-possessed copy machines. Yes, we had plans, all right. We *thought* we had plans for everything.

Then there was reality. There was nothing we could do about the fact that our new facility was still under construction. The first truck rolled up to the Law College Building at the corner of Bogue and Shaw on MSU's campus,

and everything came to an abrupt halt. Our moving company refused to unload the books because our new shelves were covered with construction dust. Just when the shelves were dust-free and the move was ready to begin, the elevator in the new building blew out. Again, everything came to an abrupt halt until a new motor could be shipped in by air freight. The office furniture arrived on time, but installation came to an abrupt halt when we learned that old floor plans were used and the furniture wouldn't fit. Emergency meetings were summoned, and our installer muttered that grim verdict, 'delay,' and then softened the blow with, 'only two weeks.'

We had a few unplanned contingencies in Detroit as well. Our computer services librarian remained behind so she could supervise the installation of the network server in the interim facility. The problem was that the server hadn't remained behind very long. Thieves had stripped the server room bare, and, very considerably, locked the door behind them.

Some of the other problems were more amusing than serious. The bathroom doors arrived the day after we did, happily making the green Chem-John on our front porch a mere architectural curiosity. When patrons asked to use a pay phone, we directed them outside to the loading dock, where the pay phone hung from a 2'x 4' near an oak tree.

Somehow we coped. For every emergency, there was a solution. When the installation of our reference desk was pushed back six weeks, our reference librarian walked in carrying her card table. 'Don't laugh at our reference desk,' she'd say after she set it up. 'It was a wedding present.'

It's been five years now, and somehow we're still shifting books, moving offices and making new plans. The move will never be completely finished, but every once in a while someone will say, 'Remember when...' and the stories only get better."

Reinventing Itself: Wayne State University Library System

Dean Sandra Yee of the Wayne State University Library System reflects on the library system's recent strategic planning process:

"The Wayne State University Library System needed to reinvent itself based on the views of leadership from within the libraries and from information received from customer surveys. In the fall of 2001, we began an exciting process of strategic planning that first began with a reorganization, from library buildings to team-based functional

units across the five academic libraries. Much like the university, which was undergoing a strategic plan to focus on critical goals for the campus, we focused on basic goals and strategies that will lead us through these tough economic times.

The library system must reflect our institution, which serves as a beacon to first generation college students who understand the libraries as a means of discovery for their success. The university is also a premier research institution, serving graduate students in law, medicine and other professional disciplines. The university's values must be reflected across the libraries as we serve all these constituents and continue our urban mission to reach into the communities. The libraries have committed to focusing on customer service as our very own foundation for existence.

The hardest issue, by far, is learning how to align our staff with our own strategic plan. Communicating our goals to every staff member has been our greatest challenge. We realize that we cannot portray excellent customer service if we don't, in fact, believe in our commitment to the libraries as a whole. We must learn to reinforce our commitment to one another as we embrace the strategies we set before us. We must discover once again how to talk with another and make critical decisions for our learning-based organization, which is dedicated to moving forward through our strategic process."

Database of the Month

LearnATest: A Fresh Start for Patrons

by Tim Watters, Special Materials Cataloger, Library of Michigan

Having worked as a reference librarian at four different public libraries over a six-year period, I consistently noticed that wherever I worked, test preparation books were always in demand but frequently checked out or missing altogether. One large library would purchase 60 copies of a GED preparation book every January, knowing full well they'd all be gone by the following December (sometimes by July). Another library would require a hefty deposit to check out such items, and I've even heard of one library that would apply for a grant each year to buy the books and then give them away. GED books seemed to be the most requested, but other high-demand exam preparation books included: postal worker, cosme-

tology, real estate broker, U.S. citizenship, Praxis, ESL, and ASVAB.

Now, however, Michigan library users can access electronic versions of all of the above and more through the LearnATest feature on MeL, the Michigan Electronic Library. (And these tests will never be checked out or missing!) This feature is available to any Michigan resident with access to the World Wide Web. Your patrons just go to www.mel.org, scroll to the bottom of the screen and log in (from a Michigan library or remotely), and choose LearnATest from the menu and sign in.

One caveat: patrons may wonder why the sign-in screen for LearnATest may list certain tests which are not accessible. The reason is that when Michigan signed the contract for this service, some tests may not have been online and so were not included in the contract. The sign-in screen is generic and does not show the actual available tests until the patron has entered the site.

A new user will be asked to create a username and password. The username can be an e-mail address or any name. If the patron chooses an e-mail address, he or she will receive a confirmation message. Otherwise, it works just as well with a name. The password can be whatever the patron chooses. The reason to set up this kind of mini-account is to make future access easier. LearnATest will remember what your patron has done in the past, so that if a test is left unfinished, he or she can come back later and work on it. By just clicking on "my account" in the top right corner it will display what the patron has been working on and tell how many questions are unanswered for each test. These accounts keep test information for 30 days, according to the help screen.

Once logged in, the user is immediately presented with a screen of subjects from which to choose. GED is all the way at the bottom, so your patrons will probably have to scroll down for that one, but otherwise this list is not so long as to be confusing like many Web sites. After choosing a subject, the user is presented with a list of possible tests to take (e.g. language, math, social studies or science for the GED). The following screens consist of instructions on how to take the test. For patrons who would rather just flip through a book of questions, this part may not be what they want to see, but if they just click on the "practice now" button they can skip this section. There will be one more confirmation screen to click through (the "start" button is fairly obvious) and then an instruction screen for that particular test before getting to the questions.

At this point, some of the tests are timed and others are not; however, there is a "finish later" but-

ton at the top of each screen, which stops the timer and sends you back to the list of tests you have been working on. There is also a “questions” button at the top of each screen for those who like to skip around. It shows a list of all the question numbers from which the user can choose.

LearnATest is a wonderful option if your library frequently lacks test preparation manuals or has patrons who would prefer using a computer to study. It seems that this product would also help patrons who don't want study guides with a copyright date that is not the current year. Because of the interactive nature of this product, as well as the remote access, patrons may even come to prefer this method of studying for exams.

New Year's Technology Resolutions

by Deb Downing, Systems Department Head, Bloomfield Township Public Library

For Librarians

1. Back up the important files on your computer often. If possible, have your important directories backed up on a network backup EVERY day!
2. Set your anti-virus program to scan for viruses and update your anti-virus software EVERY day!
3. Beware of e-mail hoaxes. Research them and educate the users who send them to you. (See <http://www.nonprofit.net/hoax/advice/advice.html>).
4. Maintain your hard drive. Just like getting your car's oil changed regularly, remember to run maintenance utilities on your computer regularly. Run ScanDisk (to detect and repair disk errors) and Disk Defragmenter (to improve your computer's performance by reorganizing files and disk space) at least once a month.
5. Clean your computer. Dust your monitor and CPU, vacuum your keyboard and clean your mouse for more satisfactory and longer lasting performance.
6. Before calling the support department for help with a computer problem, reboot to see if the problem is easily resolved by resetting your computer.

7. Resolve to learn how to use your computer more effectively by learning a new tool or trick once a week or month. Some examples:

- a. When you wonder how to do something in Word, take the time to look it up under Help or in a help guide about Word.
- b. Check out a book on Excel and browse through it for tips.
- c. Visit the support Web sites for your programs for tips, tricks and goodies like templates and clip art.
- d. Learn the basics of a program you don't know by taking an online technology course through Mi-Lib-Tech at www.libofmich.lib.mi.us/services/milibtech.html.

For Library Technology staff

1. Back up your servers EVERY day, and verify and TEST your backups regularly.
2. Scan for viruses on the network and update your anti-virus software EVERY day!
3. Keep service/maintenance contracts for all critical equipment.
4. Test new systems and ideas thoroughly before implementing. A bad start has doomed many a worthwhile project.
5. Whenever possible, purchase the same equipment throughout the library. Having replaceable and interchangeable parts makes it easy to swap out equipment when something breaks.
6. Stay with standards for your critical needs. You need reliable software and hardware that is supported.
7. Build training into the budget. Getting the software and hardware alone won't accomplish your goals. Your technology staff and users must know how to use it.
8. Build an equipment replacement cycle into the budget. It's worthwhile to spend a lot of energy fighting for a replacement cycle now, so you don't have to fight for new equipment every budget year or risk the chance that you won't get it when you need it.

9. Explore new technologies that will make your job easier, like Ghost (for easy deployment and restores), Public Web Browser (locking down your public OPAC machines) or Citrix thin client systems.

10. Resolve to think about the end user's (patron or staff) perspective for every project.

Web Site-ings

by Kyle Ripley, Reference Assistant, Library of Michigan

Technological Innovations

Academic Info, Digital Library Methods, Research & Initiatives

<http://www.academicinfo.net/infoscdl.html>

AirCraft Production Music Library

<http://www.mediacraftmusic.com/subscription.html>

Biometric Technology – A secure way to ID patrons and staff

<http://www.biometrics.org/html/examples.html>

Consultants on Telecommuting

<http://telecommuting.about.com/cs/consultants/>

Emerging Technologies in Broadband

<http://wireless.about.com/cs/emergingtechology/>

Innovative Internet Applications in Libraries

<http://www.wiltonlibrary.org/innovate.html>

Libraries of the 21st Century

<http://library.tamu.edu/21stcentury/new/about/about.asp>

Mobile and Wireless Computing

<http://mosquitonet.stanford.edu/mobile/overview.html>

Mobile Computer Devices in Libraries by

Richard W. Boss (PLA Tech Notes article)

http://www.pla.org/publications/technotes/tech-notes_mobile.html

Nordic Metadata Projects

<http://www.lib.helsinki.fi/metal/>

“Planning for New Library Futures”

<http://libraryjournal.reviewsnews.com/?layout=article&articleid=CA216311>

Windows and .Net Magazines up-to-date listing of security information

<http://www.lita.org/committel/toptech/mw02.htm#security>

Wireless Librarian

<http://people.morrisville.edu/~drewwe/wireless/>

Astronomy for the Amateur to the Expert

by Judy Matthews, MeL Selector for Science and Environment

Space and Astronomy is a perennially popular section of interest among MeL patrons. As selector for the entire Science & Environment section, I receive many e-mails from patrons of all ages and backgrounds asking for assistance with specific questions relating to the heavens. I've been delighted to assist grade school students in locating information on the planets. I've pointed college students to links on such topics as atmospheric optics and the age of the universe. I also was happy to explain to a couple that a spectacular show of “shooting stars” they witnessed while driving home was in fact the Leonid meteor showers and that more information was available on the Comets, Meteors & Asteroids page.

It was especially gratifying to hear that the MeL Space and Astronomy pages had been of assistance even to an employee of a planetarium! She wrote: “I am from the Marshall W. Alworth Planetarium in Duluth, MN. I was just searching the Web and looking for current information on the moons of our solar system for my show tomorrow night. I was getting very frustrated and could not find any Web sites with the extreme current info. I finally found your Web site and I just want to thank you so much for it! It has the info I was looking for and some that I have been wondering where I can find! I just want to tell you how much I appreciate the work you have put into this site. I haven't gone through the whole thing yet, but what I see so far is amazing! So thank you!”

ILC Service is Back

by Juliet Machie, Associate Director for Public Services, Detroit Public Library

Beginning January 2003, participating Michigan libraries can expect to start receiving deposit language collections again from the Detroit Public Library's International Library Collection (ILC). DPL suspended this service in January 2002, following a \$3 million reduction in state funding to the library.

Following the suspension, DPL met with State Librarian Christie Pearson Brandau and a core group of library and cooperative directors to devel-

op a plan that will allow the service to continue. DPL surveyed libraries during the summer to determine their willingness to participate in the ILC service at an increased subscription price.

Under the new plan, each participating library has made a commitment to receive a minimum of 400 items annually. This comprises two rotating deposit collections with a minimum of 200 items in each deposit. The cost is \$5 per book, an increase that is more reflective of the actual cost of providing the service.

"Although subscription to the ILC service now requires a greater financial investment by participating libraries, a large portion of the program is still subsidized by DPL," said Nancy Skowronski, DPL's interim director. "This reinvestment will work only as long as DPL continues to receive an adequate level of state funding."

Christie Pearson Brandau commends DPL for their willingness to serve Michigan libraries through the ILC, despite the budget cuts they experienced from the state.

The International Language Collection is Detroit Public Library's oldest special collection and is currently located at the Parkman Branch. The collection includes 80,000 volumes of recreational and informational books, books on tape, periodicals, videos and reference resources in 66 languages. Libraries who still wish to participate in the ILC service may contact DPL through Juliet Machie, Associate Director for Public Services at 313-833-4036.

Library of Michigan Books More Space for the Unusual and Unique

by Sarah Lapsban, Department of History, Arts and Libraries

Instead of telling your children about U.S. expansion in the 19th century, imagine showing them published journal pages written by the young pioneers who first blazed the trails. Ever wonder what Dr. Seuss did before *Cat in the Hat*? See a World War II-era pamphlet designed by the doctor himself.

Thanks to a grant by the Library of Michigan Foundation, these and other one-of-a-kind historical gems will soon be available for

Library patrons to see up close in the Martha W. Griffiths Michigan Rare Book Room.

Initiated in 1992 as a tribute to Michigan's first female lieutenant governor, the \$800,000 project will begin construction in early 2003, with an anticipated grand opening by early fall 2003. The room will honor former Michigan lieutenant governor and congresswoman Martha W. Griffiths, celebrating her distinguished career and lifelong commitment to libraries. Other areas of the library will remain open and accessible during the construction project.

"This project is so important to the Library of Michigan because it provides customers with easy access to rare materials in an environment that properly protects these unique and valuable items," said State Librarian Christie Pearson Brandau. "This is hands-on learning in the truest sense. The Michigan Rare Book Room will help bring history to life."

The Martha W. Griffiths Michigan Rare Book Room will house and preserve rare, valuable and unique materials of the Library's current and future collections. It will provide patrons access to special books, maps and historical documents, many of which were not previously accessible because of security concerns.

The Rare Book Room will include four different climate-controlled zones – the storage area, exhibit area, vestibule/reading room and staff work area – designed to protect the materials. The reading room will feature windows looking out on the library, to give the room an inviting feel and encourage patrons to come in and see the impressive collection.

"There are nearly 17,000 volumes in our rare book collection, with everything from natural history and law to angling and exploration," said Nancy Robertson, rare book librarian. Contrary to popular belief, Robertson said, the rare book collection is not entirely Michigan-specific. In fact, while roughly 40 percent of the items are connected to the Great Lakes State, Robertson said the remainder represents the history and milestones of other states and countries.

MiLE Saves Miles and Time for Southeast Michigan Library Patrons

by Kathy M. Irwin, Associate Librarian, University of Michigan-Dearborn

Patrons are in the driver's seat as the Michigan Library Exchange, MiLE, provides more access to local library materials than ever before. Patrons can request books owned by other local libraries online at <http://www.mile.coop>, 24 hours a day, 7 days a week. These books are then delivered to the patron's home library, where the patron can check them out.

Public libraries that belong to The Library Network (TLN) or to the Suburban Library Cooperative (SLC) have long been accustomed to requesting materials from other local public libraries. MiLE links these public library consortiums with academic and medical libraries participating in the Detroit Area Library Network (DALNET) and other independent academic and public libraries such as the University of Michigan-Dearborn and the Plymouth District Library. Building on existing delivery routes created by TLN and SLC, patrons are able to receive their requested items in as little as two days.

The MiLE service began in April 2002, and during the first six months it delivered a monthly average of 1,200 loans. MiLE serves approximately 4.5 million people at 128 libraries with combined holdings of over 12.5 million volumes.

MiLE makes it easy for patrons to find the books they are looking for. Through a simple search, patrons can locate materials at any of the participating libraries, see whether or not it is available and request the book. MiLE uses epx-tech's Universal Resource Sharing Application (URSA) software. The URSA software sends the patron search out to the participating library catalogs and returns a single list of books that match the search. When the patron requests one of these books, the software sends the request to the libraries that own the materials. Library staff members use the software to send out books that are requested and to receive items for their patrons.

One enthusiastic MiLE user said, "MiLE is a great idea! I can't think of any better use of tax

dollars than funding this worthy endeavor. I plan to use it often and encourage others to do the same. Thank you for making more library materials more accessible to more patrons."

Another MiLE user commented, "It'll save me a lot of time driving around—and increase my reading pleasure!!"

MiLE also makes it easier for library staff to help their patrons. One staff member said, "I just had three esoteric mathematical book requests today that I KNOW I would have had to...send off to you all [TLN] for OCLC loan, BUT...thanks to MiLE, they were a snap — available and on the way. Thought you might like to know that IT'S WORKING, IT'S WORKING!"

Goals for the coming year are to add six more libraries to the service, including a k-12 school library, and to test OCLC Direct Request as the lender of last resort for Wayne State University.

MiLE has received a total of \$225,000 in grants from the Library Services and Technology Act administered by the Library of Michigan. For more information about MiLE, please see the project web site at <http://www.umd.umich.edu/mile/>.

Call for Nominations: 2003 Rural Libraries Conference Awards

by Karrie Waarala, Continuing Education Library Specialist, Library of Michigan

Do you know someone at a rural library who is a technical services whiz? How about someone who shines at working with children and young adults? Maybe a trustee or member of a friends organization who really goes above and beyond the call of duty? Then why not make sure they get the credit they deserve! It's that time again to nominate directors, librarians, employees, trustees and friends of rural libraries for a Rural Libraries Conference Award!

The nine award categories are:

Children/Young Adults
Public Services
Technical Services
Administration
Trustees/Friends

Collection Development
Technology
Collaboration
Librarian of the Conference

The conference will be held May 5 – 7, 2003, at beautiful Mission Point Resort on Mackinac Island – wouldn't it be nice to see a deserving co-worker win an award in such a great setting?

Many people previously nominated for the last conference did not receive an award, so nominate them again! Everyone nominated was very qualified for an award; unfortunately, the Rural Libraries Conference Planning Committee has the tough job of picking only one winner for each category.

Nomination forms, along with letters of nomination and support, are due by February 3, 2003, to: Dawn Pringle, Jordan Valley District Library, One Library Lane, P.O. Box 877, East Jordan, MI 49727, jordan1@northland.lib.mi.us. For a copy of the nomination form, please contact Dawn or Karrie Waarala, Library of Michigan, 517-373-3746 or kwaarala@michigan.gov.

2003 Summer Reading Workshops: Make 'em Laugh!

by Kristine Tardiff, Youth Services Specialist, Library of Michigan

When it comes to mixing humor and kids, you just can't go wrong. The summer reading program for 2003 is all about humor, with its "Laugh It Up at the Library" theme for kids and "LOL@your library" for teens.

To assist in preparing libraries for the statewide summer reading program, the Library of Michigan and the Michigan Library Association present the 2003 Summer Reading Workshops: Make 'em Laugh!

The sessions at this year's workshops are: humor programming for youth, book talking humor books, manual review for both the kids' and teen manual, community based reading programs, book discussion groups, online summer reading programs, and Summer Reading 101, a locally-based nuts and bolts discussion of planning a summer reading program. A local performer at each site will share some humor with us as well.

Presenters include: Laurie St. Laurent, East Lansing Public Library; Ron Fowler, Petoskey Public Library; Linda Smith, Bay County Library System; Pat Fittante, Escanaba Public Library; Paula Gauthier, Brandon Township Public Library; Wendy Wilcox and Alison Grant, West Bloomfield

Township Public Library; Cheryl Garrison, Kent District Library and Kristine Tardiff, Library of Michigan.

Unlike last year, the workshops will be offered at three locations instead of four. The workshops are planned for Monday, February 24 at the Washtenaw Intermediate School District (ISD) in Ann Arbor; Tuesday, February 25 at the Doherty Hotel and Convention Center in Clare; and Thursday, February 26 at the Escanaba Public Library in Escanaba.

Registration and continental breakfast begin at 8:30 a.m., and the workshop runs from 9 a.m. to 4 p.m. The cost is \$50, and each participant earns .5 CEUs. Registration deadline is February 19 for Ann Arbor, February 20 for Clare and February 21 for Escanaba. No refunds will be granted past the registration deadline dates.

Flyers and a registration form were mailed out in December. You can also obtain more information and a registration form at: <http://titan.library-of-michigan.org/cgi-bin/webevent.cgi> (the Library of Michigan statewide conference and workshop calendar). You can register online with a credit card.

New MI Kids! Web Site Offers Interactive Learning Tools and Activities Visit www.michigan.gov/mikids

*contributed by the Michigan Department of Information
Technology*

MI Kids!, a new *Michigan.gov* Web site, offers learning experiences through Michigan-based information and activities for Michigan's young people in one central, easy-to-access location.

"MI Kids! is a terrific, interactive site that will surely entice our children to learn more about their state," said Governor John Engler. "Kids can connect with information about Michigan's government, history, geography, places to visit, environment and natural resources, plus safety tips and much more."

The MI Kids! site is divided into six main sections:

Yikes! Central - "Stuff to watch for"

Safety is the theme of several home, farm and transportation topics, which include learning how to bake oatmeal cookies, how dairy inspections help keep your milk fresh and clean, and how seat belts protect you.

Sight Seeing - "Awesome places to visit"

Great times are available by visiting neat places all over Michigan. Visit here to get a bird's eye view of the Mackinac Bridge, find out what foods Michigan is known for throughout the world, and find out what it takes to raise and care for Michigan's fish.

Way Back When - "Looking at the past"

History comes alive for young people who want to spend a day in the woods with a lumberjack, learn how to make a corn husk doll, see how butter was made in the old days, or check out a bunch of old cars to see if you can match the year and the car.

You.gov - "Symbols, laws and our state government"

Ever wonder what goes on under the big dome - the Michigan Capitol Building? Here's where you'll be able to learn how laws are made and learn how to vote. You can also find out how much you know about state symbols, including the State bird, fish, flower, fossil, game mammal, gem, reptile, soil, stone, tree and wildflower.

Our Backyard - "Dirt, bugs, lakes and more"

The theme says it all: "Look out your window. That's all our backyard...Want to find out why it's so awesome?" Visit here to see how bugs evolve from egg to adult, how garbage can be turned into treasure, and to find that there's more than meets the eye in a field of growing corn.

Map It! - "You can go on a trip even if you can't drive yet!"

Using a drop list of topics, visitors can use an interactive map of Michigan to find out where those places are located, what's interesting about them, and directions on how to get to them. Topics are beaches, bridges, campgrounds, ferries, harbors, historic landmarks, history places, lighthouses, petting zoos, specialty parks, trails, u-pick farms and watershed.



Trustees Corner

by Dragomir Cosanici, Library Law Specialist, Library of Michigan

Freedom of Information Act Amendment

The Michigan Freedom of Information Act (FOIA), Public Act 442 of 1976, was amended in August of 2002, when the Michigan legislature enacted Public Act 437 of 2002. Since pub-

lic libraries are included in the act's definition of a "public body" and are subject to FOIA, this brief article highlights the latest changes to the FOIA exemptions that library boards, librarians and staff should note.

The new law can be found in Section 13 of FOIA (MCL 15.243 *et seq.*), which specifically outlines those records and materials that public bodies such as public libraries may exempt from disclosure. As of August 1, 2002, public libraries may exempt from disclosure certain records or information about measures designed to protect the security/safety of public and private persons or property. What are some examples of such information and records?

They include building, public works and public water supply designs to the extent that those designs relate to the ongoing security measures of a public body. Also included are emergency response plans, risk planning documents, threat assessments, and domestic preparedness strategies.

It is crucial to mention that these exemptions to disclosure are neither absolute nor automatic. They are valid only to the extent that they would impair a public body's ability to protect the security or safety of persons or property. If, on the other hand, the public interest in disclosing the listed information outweighs the public interest in not disclosing the information, the exemption does not apply.

Although FOIA requests may be few and far between in the typical public library, adequate training in the required procedures should be available for all staff. Public service staff should be familiar with the fact that FOIA requests may take place and how they should be handled. The FOIA coordinator must develop a clear understanding of the act's provisions in regard to timely responses, records exempt from disclosure and the calculation of costs. Ideally, the library should seek legal counsel for a review of any policies, written forms and decisions to deny a request for information.

We at the Library of Michigan are diligently working to keep Michigan libraries up to date on any new developments or amendments concerning laws that affect public libraries. Look for more information in *Access*. Please also watch for announcements on *michlib-l* and from the Michigan Library Association and your library cooperatives. For any questions or comments, please contact the Library of Michigan's library law specialist, Dragomir Cosanici, at (517) 373-1299.

Award-Winning Authors Kick Off Kent District Library's Let It Snow Reading Club

Kent District Library kicked off its annual Let It Snow Reading Club for Adults with a visit from celebrated authors, and close friends, Ann Patchett and Elizabeth McCracken on November 21 at the Saint Cecelia Music Society. About 140 people attended the event, despite the snowy weather fitting for a Let It Snow affair, and 86 signed up for the reading club. Patchett and McCracken talked about their friendship, their writing styles and their books, and then signed books after they spoke.

Ann Patchett is the author of *The Patron Saint of Liars*, *The Magician's Assistant*, *Taft* and her latest novel, *Bel Canto*, a Pen/Faulkner Award winner and National Book Critics Circle Award finalist. Elizabeth McCracken, a National Book Award finalist and Barnes & Noble "Discover Award" winner, is the author of *The Giant's House*, *Niagara Falls All Over Again* and the short story collection *Here's Your Hat, What's Your Hurry*.

Now in its twelfth year, Kent District Library's Let It Snow Reading Club provides the opportunity to recognize avid readers and to encourage adults to read more. Participants who read ten books between December 1 and April 30 receive a commemorative mug. Let It Snow, sponsored by the KDL Alliance of Friends and Grand Rapids radio station 100.5 The River, had more than 5,000 registrants last winter.

Houghton Lake Public Library Organizes "Day with Degas"

As recently reported in the Roscommon Herald-News, the Houghton Lake Public Library recently gave local residents a chance to experience a major exhibit of world-renowned art, and opportunity rarely available in northern Michigan. The library, with the help of a \$2,000 donation from Bank One, organized "Day with Degas," a trip to Detroit to view the "Degas and the Dance" exhibition at the Detroit Institute of Arts (DIA) on December 8.

To introduce area residents to the work of master impressionist Edgar Degas, the library also sponsored a presentation by Linda Wells of the DIA's speakers bureau, who provided an inside look at the artist and the DIA exhibition. For those who couldn't make it for the presentation or the trip, the library had a catalogue of the exhibit as well as a special display featuring resources on art and artists.



Your 2002 Access Team: Back row - Kyle Ripley, Tim Watters, Casey Kremers, Jo Budler, Linda Neely, Andrew Wilson, front row - Becky Cawley and Karrie Waarala. Not pictured, Marnie Elden and Jennifer Houseman.



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This publication is available in an alternative format: Braille or audio cassette. Please call 517-373-5614 for more information.

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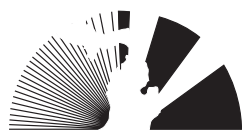
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